

## Section J.10

### Required Reports

Report Title	Description/ Form	Frequency	Submit to:	Date Due	Directive
\$10 M Report	Retrieval	Monthly	DSCA	10 <sup>th</sup> of Month	Internal
1517 Delivery Reporting	Delivery Reporting	Monthly	Internal		Internal
57f3875.0IPA Report	Balance of Account	Monthly	Internal	11 <sup>th</sup> work day	Internal 7010.1-R
6/12 Month Average	Retrieval	Monthly	Internal, DSCA, DLO	15 <sup>th</sup> of Month	Internal
7113 MAFR Report	Computer Product	Monthly	Internal	End of Month	Internal
ACC Suspense Account	PCN	Quarterly	Country	As Requested	Country
Accelerated Case Closure	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
Accounting Report (M) 1002 Appropriation Status by Fiscal Year Program and Sub Accounts	To account for the status of Foreign Assistance Act Funds.	Monthly	Army Budget, Internal	25 <sup>th</sup> Calendar Day	DoD FMR DoD 7000.14-R Vol. 15, Chapter 2, paragraph 021001
Accounts Payable	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
Accounts Receivable	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
Accrued Cost > 100 Percent Of Case Ordered Value By Country (CC), (PCN:UH028A075, C32074)	Report Shows Cases With Accrued Costs Data Element Greater Than 100 Percent Of Case Ordered Value By Country And Case	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 OF November 3, 1992; And DSCA Memo Of March 19, 1997

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Accrued Cost > 100 Percent Of Case Ordered Value By Implementing Agency (IA), (PCN:UH028A075, C32074)	Report Shows Cases With Accrued Costs Data Element Greater Than 100 Percent Of Case Ordered Value By Case And IA	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And DSCA Memo Of March 19, 1997
Accrued Costs to Collections	Document Retrieval	Weekly	DSCA	Mondays	Customer Requirement/ Internal
Accounts Receivable Adjustment	Internal	Monthly	Internal	Monthly	Internal
Accessorial Delivery List	TSO	Quarterly	Internal	Quarterly	Internal
Amendment/ Modification Reports	TSO	Monthly	DSCA	1 <sup>st</sup> work day	DSCA
Administrative Cost Review	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
Administrative Reports	Excel™/ Access™ Files	Monthly	DSCA	20 <sup>th</sup> of Month	Refer to Internal Policy
Administrative Accounts of 'Q' Reconciliation	Retrievals: ADMIN, ADMIN2 & C34690 (Spreadsheets & Journal Vouchers)	Monthly	Internal	End of Month	DOD 7000.14 Volume 5
Adverse Financial Conditions	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
Aged Deliveries	Document Retrieval	Monthly	Internal	20 <sup>th</sup> day of the month	Customer Requirement/ Internal
A-H103.1G1-RQ-8RQ FMS TFR Action		Monthly			
A-H103.2T2-cy-8J1 FMS Service Type Disbursements by	Report Web	Weekly			
Amendment/ Modification Report	CAPS Retrieval	Monthly	DSCA	1 <sup>st</sup> workday of the month	N\A
Amendment/ Modification Correction	Letter	As Required	Internal	As Required	Internal

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Amendment/ Modification Review	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
AMRAM Spread Sheet	Excel™	Quarterly	Country	Quarterly	Country
Analysis Of Admin/SAO Obligation Expenditure Authority Issued (EA)	Spreadsheet	Monthly	Internal	10 <sup>th</sup> day of the month	DOD7290.3M
Analysis Of Budget Authority Available For Allocation (FMSTF)	Spreadsheet	Monthly	DSCA/COMPT DSCA/DLO	10 <sup>th</sup> day of the month	DOD7290.3M
Annual Statement Of Assurance Required By The Federal Managers' Financial Integrity Act (FMFIA) Of 1992	FMFIA Assurance Statement For Directorate Of Security Assistance	Yearly	DFAS Headquarter Office of Internal Controls, Western Region, Denver Office (DFAS- HQ/DIWD) Effective Oct. 1, 2000; Internal	Mid August Each Year	FMFIA of 1992
Appropriation Status By Fiscal Year Program and Sub- accounts	Accounting Report (M)1002	Monthly Quarterly Year-end	Treasury DSCA DFAS-HQ	(Approx.) Month End Following Accounting Month	DoD FMR 7000-14 Treasury Financial Manual (TFM)
Army Disbursement Histories	Queries of the HQARS expenditure and status subsystems	Daily	Army Network	As Requested	DoD FMR DoD 7000.14-R, Volume 15, Chapter 2, paragraph 020702

Report Title	Description/ Form	Frequency	Submit to:	Date Due	Directive
Army General Ledger Trial balance reporting (Army Installation and Departmental Levels)	Purpose of trial balance reporting is to provide all real, budgetary, and nominal account balances monthly to DFAS-IN. Report submissions from installation, activities, and OAs are used by DFAS-IN for balancing and preparing various DA-level reports.	Monthly	DFAS- IN/AABA	Close of Business on the 3 <sup>rd</sup> work-day of the month, automated FTP submission       ELECTRA submission (rejects, CER variances, changes) cutoff is the 8 <sup>th</sup> workday of the month.	DFAS-IN 37-1, Chap 28, 29, Paragraphs 280901, 290320, 290321, 290322 and DFAS-IN Message R080840Z Oct 99.       DFAS-IN 37-1, Paragraph 290316B and DFAS-IN Message R080840Z Oct 99
Army General Ledger Trial Balance Reporting	Purpose of trial balance reporting is to provide all real, budgetary, and nominal account balances monthly for General Funds and Army Working Capital Funds to DFAS- IN. Report submissions from installation and activities are used by DFAS- IN for balancing and preparing various DA-level reports.	Monthly	DFAS- IN/AABA	1200 Hours on the 3 <sup>rd</sup> workday of the month following the end of the month being reported.       ELECTRA submission (rejects, CER variances, changes) cutoff is the 8 <sup>th</sup> workday of the month.	DFAS-IN 37-1, Chap 28, 29, Paragraphs 280901, 290320, 290321, 290322 and DFAS-IN Message R080840Z Oct 99.       DFAS-IN 37-1, Paragraph 290316B and DFAS-IN Message R080840Z Oct 99.

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Army RCS CSCFA 112 Report (Status of Reimbursements)	Report provides the funding OA with information concerning the status of reimbursable activity. The activity to be reported includes the annual reimbursement program, orders received, reimbursements earned, reimbursements collected, accounts receivable, unfilled orders, and debt management data. Include expired account execution until closed.	Monthly	DFAS-IN/AABA  Internal	Close of Business on the 3 <sup>rd</sup> work-day of the month, automated FTP submission  ELECTRA submission (rejects, CER variances, changes).cut-off is the 8 <sup>th</sup> workday of the month (218, 112, G/L reports)	DFAS-IN 37-1, Chapters 28,30, Paragraphs 280707, 300304, and DFAS-IN Message R080840Z Oct 99.  DFAS-IN 37-1, Paragraphs 290316B and DFAS-IN Messages R080840Z Oct 99
Army RCS CSCFA 112 Report (Status of Reimbursements)	Report provided information concerning the status of reimbursable activity. Report of Annual reimbursement program, orders received, reimbursements earned, reimbursements collected, accounts receivable unfilled orders and debt management data.	Monthly	DFAS-IN/AA		DFAS-IN 37-1, Chapter 28, Paragraphs 280707

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Army RCS CSCFA 218 Report (Status of Approved Resources)	Primary report prepared by accounting activities to provide status data to DFAS-IN. Report of annual program funds available, commitments outstanding, obligations, recoveries, expenses, undelivered orders, accounts payable, advances, disbursements, and management information at the Army Management Structure Code	Monthly	DFAS-IN/AABA  Internal	Close of Business on the 3 <sup>rd</sup> work-day of the month, automated FTP submission file  ELECTRA submission (rejects, CER variances, changes). cut-off is the 8 <sup>th</sup> work day of the month (218, 112, G/L reports)	DFAS-IN 37-1, Chapters 28, 30, Paragraphs 280701, 300304, and DFAS-IN Messages R080840Z Oct 99.  DFAS-IN 37-1, Paragraphs 290316B and DFAS-IN Messages R080840Z Oct 99
Arrearage Report	Internal	Quarterly	DFAS	15 <sup>th</sup> day of the month	DFAS
Audit Adjustment Account	Spreadsheet	Monthly	Internal	Monthly	Internal
Available Cash	Trust Fund Reports	Monthly	Internal	15 <sup>th</sup> day of Month	Internal
Average Disbursements	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
Averages	Country/ Interfund Report	As Needed	Internal	Monthly	Internal
Bahrain RSN Disbursement	Document Retrieval	Quarterly	DSCA	15 <sup>th</sup> day of the quarter	
BGTRW05 OAC/OBAN Assignment Listing	CMCS	Monthly			
Billing Letters	Internal	Quarterly	Country	15 <sup>th</sup> day of the quarter	7000.14-R

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Branch Unliquidated Obligations	Document Retrieval	Quarterly	Worldwide Countries	15 <sup>th</sup> day of the quarter	
Budget Summary (SR)	Internal	Monthly	DSCA	20 <sup>th</sup> day of the month	DSCA/ Internal
Case App For Draws	Internal	Monthly	FRB	3 <sup>rd</sup> week of the month	DFAS
Case Closure Certificate Analysis Report	Report Shows Monthly Case Closure Certificates Received, Closed And On-Hand	Monthly	Directorate of Accounting, Client Service Office (DFAS-DE/AS)	20 <sup>th</sup> Calendar Day of the month	DFAS-DE/P0 Letter June 15, 1998, "Standard Format For Executive Information Management System (EIMS)"
Case Closure Inventory	Document Retrieval	Weekly	Internal	Tuesdays of each week	
Case Closures	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	

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Case Con – Group I – Europe,  (PCN: UH028A886, C34706)	Report Shows 40 DIFS Data Fields (CC, IA, ICS, HA, K-CD, CLAS, SS, TA, DT-IMPL, LST PERF, AMD, NOT, ORD/AMT, ADM, ACSRL, TOT-ORD, DEL, ART/SER, ADMIN, ACSRL, TOT-DEL, ACD-COST, FIN-REQ, CLCT, DUE, DISB, OBLs, ID, ADM-Earned, MAP, Credit, Cash, FRB, MPCMT, PPRPT, UNLIQ, PPCAS, LIQCAS, Cash Difference & BC)	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid- Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And DSCA Memo Of March 19, 1997
Case Con – Group I – Non-Regional And Canada, (PCN:UH028A886, C34706)	Report Shows 40 DIFS Data Fields (Same As Case Con – Group I Above)	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid- Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And DSCA Memo Of March 19, 1997
Case Con – Group II – Africa, (PCN:UH028A886, C34706)	Report Shows 40 DIFS Data Fields (Same As Case Con – Group I Above)	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And DSCA Memo Of March 19, 1997



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Case Con – Group III – East Asia And Pacific, (PCN:UH028A886, C34706)	Report Shows 40 DIFS Data Fields (Same As Case Con – Group I Above)	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And DSCA Memo Of March 19, 1997
Case Con – Group IV – Near East And South Asia, (PCN:UH028A886, C34706)	Report Shows 40 DIFS Data Fields (Same As Case Con – Group I Above)	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And DSCA Memo Of March 19, 1997
Case Con – Group V – American Republics I, (PCN:UH028A886, C34706)	Report Shows 40 DIFS Data Fields (Same As Case Con – Group I Above)	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And DSCA Memo Of March 19, 1997
Case Con – Group V – American Republics II, (PCN:UH028A886, C34706)	Report Shows 40 DIFS Data Fields (Same As Case Con – Group I Above)	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And DSCA Memo Of March 19, 1997

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Case Con – Group V – American Republics III, (PCN:UH028A886, C34706)	Report Shows 40 DIFS Data Fields (Same As Case Con – Group I Above)	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And DSCA Memo Of March 19, 1997
Case Con – Group V – Caribbean And Others, (PCN:UH028A886, C34706)	Report Shows 40 DIFS Data Fields (Same As Case Con – Group I Above)	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And DSCA Memo Of March 19, 1997
Case Con – Group V – Eastern Caribbean, (PCN:UH028A886, C34706)	Report Shows 40 DIFS Data Fields (Same As Case Con – Group I Above)	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And DSCA Memo Of March 19, 1997
Case Control (SR/SI/TC)	TSO	Monthly	Country	Last Day	Country
Case Control for Selected Countries	Document Retrieval	Quarterly	IS, JO, KS, TH, SR, SI, TC, TU, TW	15 <sup>th</sup> day after the end of the quarter	
Case Control Report	Document Retrieval	As Requested	Worldwide	As Requested	Internal
Case Control Summary	TSO	As Requested	Requestor	As Requested	Internal

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Case Level RPT	TSO	As Requested	Internal	As Requested	Internal
Case Level T/F Status	Internal	As Requested	Internal	As Requested	Internal
Case Reviews	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
Case Summary (KU)	Internal	Quarterly	Country	End of the quarter	DSCA Policy
Case -Level Disbursement Report	TSO	Monthly	Country	Monthly	Country
Cases Closed During Quarter	Provides the number of cases closed during the quarter by closure type along with the delivered value and excess funds returned to the customer	Quarterly	DSCA-HQ	Two weeks after the DD 645 is finalized	Request from DSCA
Cash History (BA/TC)	TSO	Quarterly	Country	15 <sup>th</sup> day after the end of the quarter	Country
Cash History Extract	C35563	Daily	Internal		Internal
Cash History Extract	C33105	Weekly	Internal		Internal
Cash History Report for all Cash Transactions	C32383	Monthly	Internal		Internal
Cash JV	MISIL Report	Monthly	NAVICP	22 <sup>nd</sup> day of the Month	MISIL/MIST Users Manual (May 94)
Cash Reporting	Conversion of CMCS disbursement transactions into PTC formats (S**S)	Monthly	Internal	28 <sup>th</sup> day of the month	7000-14-R, Volume 15 as applicable
Cash RPT	Letter	Monthly	Country	Monthly	Country

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Cash Trans for Selected Countries	Document Retrieval	Daily	ICCM	Daily	Customer Requirement/ Internal
Cash Treasury SC Drawdown	TSO Retrieval Mass Input to Mainframe	Monthly	Internal	By the 15 <sup>th</sup> day of the month	Internal
Central Update Report	PCN 041	Daily	Internal		Internal
CFMW	PCN	As Required	Requestor	As Required	Requestor
CFMW (SR)	TSO	Quarterly	Country	15 <sup>th</sup> day after the end of the quarter	Country
Chief Financial Officer Report (Annual Financial Statements)		Year-end	Treasury DSCA DFAS-HQ	(Approx.) Month End Following Acct Year closeout	DoD FMR 7000-14 OMB Bulletin A34 OMB Bulletin 9701 Treasury Financial Manual (TFM)
Civilian Manpower Report	Manpower data for FMF execution	Monthly	Army Budget	20 <sup>th</sup> Calendar day following the end of the month	DoD FMR DoD 7000.14-R, Volume 15, Chapter 2, paragraph 020702
Closed Case RPT	Internal	As Required	Country		Internal
Closed Case Chart (KU)	Internal	Quarterly	Country	End of the month	Internal
Closure Ret (LSC/DIFF)	TSO	As Required	Internal	As Required	7000.14-R
Collection/Disbursement (CN)	Letter	Monthly	CN Embassy	Monthly	Country
Collection History	Document Retrieval	Quarterly	CO, EC, UAE, BA	15 <sup>th</sup> day after the end of the quarter	Customer Requirement/ Internal
Collection Reports	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
Collections VS DISB	TSO	Monthly	Country	Monthly	Country

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Collections Vs. Financial Requirements And Ordered Value And Source Of Supply Case Con – Group V – Caribbean And Others, (PCN:UH028A886, C34706)	Report Shows 10 DIFS Data Fields (ORD COST, FIN REQS, COLL >FIN REQS,	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And DSCA Memo of March 19, 1997
Command Pay	Voucher/Journal Voucher	Bi-monthly	MILDEPS	Varies	7000.14
Commitments, Obligations, Disbursements	Document Retrieval	Weekly	Worldwide	Due at 0600 hours on Mondays	
Consolidated Cash Transactions	DD1329/1400/12 47	Monthly	Internal	20 <sup>th</sup> day of the Month	7000.14 R volume 15
Cost Charge Account	Spreadsheet	Monthly	DSCA/COMT DSCA/DLO	10 <sup>th</sup> day of the month	DOD 7290.3M
Countries With Map Only, (PCN:UH028A072, C30463)	Report On Treasury Cash And Available Cash Balance By Country (5 DIFS Data Fields – CC, Treasury Cash GL1000, Avail Cash GL1001, 2QQ ACCT & AVAIL CASH BAL)	Monthly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And DSCA Memo of March 19, 1997
Country Cash Positions	Trust Fund Reports	Monthly	Defense Security Cooperation Agency (DSCA) Comptroller	15 <sup>th</sup> day of the Month	Customer Requirement
Country Disbursements	DISSKETT/LTR	Monthly	Country	Monthly	Country
Country Level FMS Trust Fund Cash Position Per Fiscal Year	Trust Fund Reports	Monthly	Internal, DSCA, HQ	15 <sup>th</sup> day of the Month	Internal

Report Title	Description/ Form	Frequency	Submit to:	Date Due	Directive
CPAS 2J Region Monthly D,T,Q Listing for Delivery Reporting	CPAS	Monthly			
CREATEN	EA Report	End of month	Internal	As Required	Internal
Credit Commitments	Letter	Quarterly	Country	Quarterly	Country
Cross-Disbursing CA71527	Access™ Files	Monthly	Cleveland	25 <sup>th</sup> day of the Month	DFAS-CL 1025.65-M Dec 95
Cumulative Closure Certificate Statistics – Summary Case Closure Certificate Inventory, (PCN:UH028A853)	Report Shows Cumulative Closures Certificate Statistics By Implementing Agency (Total Active Certificates, Certificates Requiring IA, DSCA AND DFAS-AWI/DE Actions)	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I- 22526/91, May 23, 1991; I- 05116/92 Of November 3, 1992; And DSCA Memo of March 19, 1997
Cumulative Disbursed	Indicator Charts	Monthly	DFAS-HQ/A/F	Month	Internal
Cumulative Scheduled Payments Vs Reported Expenditures – All FMS Cases/Countries/Service es (PCN: UH028A76, C32113)	Report Shows 8 DIFS Data Fields For All FMS Cases (CC, DT- IMPL, TOT- ORD-COST, FIN REQMTS 5 Months Prior, ACRD Costs Current, % RPTED EXT CUM SCH, FIN- REQMTS- Accrued Costs & CUM-CLCT Current)	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I- 22526/91, May 23, 1991; I- 05116/92 Of November 3, 1992; And DSCA Memo of March 19, 1997

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Cumulative Scheduled Payments Vs Reported Expenditures – FMS Cases > \$2 Million (All Services), (PCN: UH028A77/C, C32084)	Report Shows 8 DIFS Data Fields For All FMS Cases (CC, DT-IMPL, TOT-ORD-COST, FIN REQMTS 5 Months PRIOR, ACRD Costs Current, % RPTED EXT CUM SCH, FIN-REQMTS-Accrued Costs & CUM-CLCT Current)	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And DSCA Memo of March 19, 1997
Cumulative Scheduled Payments Vs Reported Expenditures – FMS Cases > \$7 Million (All Services), (PCN: UH028A77/C, C32084)	Report Shows 8 DIFS Data Fields For All FMS Cases (CC, DT-IMPL, TOT-ORD-COST, FIN REQMTS 5 Months PRIOR, ACRD Costs Current, % RPTED EXT CUM SCH, FIN-REQMTS-Accrued Costs & CUM-CLCT Current)	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And DSCA Memo of March 19, 1997
Current Status of Active Credits	TFS 4502	Quarterly	Commerce, AID	(Approx.) Month End Following Accounting Quarter	Commerce Requirement

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Current Status of Active Credits Statement of Arrearages	TFS 4502B	Quarterly	Commerce, AID, DSCA	(Approx.) Month End Following Accounting Quarter	Commerce Requirement
Current Status of Active Credits, Foreign Loans, Credits or Other Payment Scheduling Arrangements	TFS 4505	Quarterly	Commerce, AID, DSCA	(Approx.) Month End Following Accounting Quarter	Commerce Requirement
Daily Cash (SI/SR/TC/BA)	Internal	Daily	DSCA	0800 hours	DSCA
Daily EA Activity Detail	PCN 369	Daily	Internal	As Required	DOD7000.14 Volume 15
Daily EA Activity Summary	PCN 370	Daily	Internal	As Required	DOD7000.14 Volume 15 Chapter 3 & 4
Daily EA Holding File Listing	PCN 371	Daily	Internal	As Required	DOD7000.14 Volume 5
Daily FICS Transaction Report – Part 1 Cleared Suspense	PCN 023	Daily	Internal	Daily	Internal
Daily FICS Transaction Report – Part II	PCN 023	Daily	Internal	Daily	Internal
Daily FICS Transactions Report – Part 3 – SAAC CICS Input	PCN 023	Daily	Internal	Daily	Internal
Daily Interactive SE Transactions	PCN 345	Daily	Internal	Daily	Internal
Daily Report of Suspended Notification	PCN 054	Daily	Internal	Daily	Internal
Daily Suspended Trans. Report	PCN 016	Daily	Internal	Daily	Internal
Daily Unmatched CGF/C3F Feedback Report	CGF/C3F Without Matching Transaction	ICFS	Daily	DIFS	



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DD 645	Accounts Receivable	Quarterly	Countries	End of Quarter	7000.14-R
DD COMP(M)1517, FMS Delivery Reports	FMS Delivery Report	Monthly	Internal	8 <sup>th</sup> work day of the month	
DD1176/SF-133 Report on Budget Execution	To account for the status of Foreign Assistance Act Funds.	Monthly	Army Budget, Internal	25 <sup>th</sup> Calendar day of the month	DoD FMR DoD 7000.14-R, Volume 15, Chapter 2, paragraph 021001
DD-Comp (M) 1517	Delivery Report	Monthly	Internal		
DD-COMP (M) 1518	Spreadsheet	Monthly	ICFR	18 <sup>th</sup> day of the month	DOD7000-14R Volume 15
DDCOMPR		As Needed	Internal		
Deferred Pay Reports	Internal	As Required	IS Embassy	Daily	Country
DEL CAS/LSC Report	TSO	Quarterly	Country	Quarterly	Country
Demand Report	EA-Avail	Weekly	Internal		
Detail Disbursement Report	TSO	As Required	Requestor	As Required	Internal
Detail Expenditure Authority Report (DEAR)	PCN – HFN – 465	Weekly	Internal	As Needed	Internal
Detail Records	Report 7112	Monthly	Internal		
DIFS & PTC Count	Retrievals: C35337, C35341 & C35342	Weekly	Internal	Every Monday	Chapter 3&4 And
DIFS Reports Are Generated By DFAS-DE/TSAB					
Disbursement By Line	TSO	Monthly	Country	Monthly	Country
Disbursement Detail	TSO	Monthly	Country	Monthly	Country

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Disbursement Reports	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
Disbursements	TSO	Monthly	Country	Monthly	Country
Disbursements at Line Level	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	Internal
Discrepancy Letter	Official Notice of Reporting Error	As Needed	Internal	Monthly	7000.14
DLACAS	Retrievals	Monthly	DLO, DSCA, OSD	1 <sup>st</sup> week of the month	
DLO Contacts	Internal	Weekly	Internal	Weekly	Internal
DNP Worksheet	Internal	Quarterly	Internal	Quarterly	Internal
DSAMS to DIFS Review	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
DSCA/DLO Form	Budget Authority Allotment				
DSCA 1200 System	Various	Weekly	DSCA	As Requested	DSCA
DSCA Problem Disbursements Report		Monthly	DSCA	(Approx.) Month End Following Acct Month	DSCA Directive
DSCA Sales File	SDAF Sales	Monthly	DSCA	5 <sup>th</sup> work day of the month	DSCA request
DSCA1 DSCA2 DSCA3	EA/ Disbursement Comparison	Monthly	DSCA, Internal	15 <sup>th</sup> of the month	Customer Requirement
DSSN Letter	Official Notice	Monthly	All DSSNs	End of month	7000.14
Expenditure Authority	Expenditure Authority Issue Document				

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Expenditure Authority – Direct Cite Difference	Document Retrieval	Daily	ICCM	0600 daily	Internal
EA 4 W0Z EA 5 W0Z EA 6 W0Z EA 7 W0Z	Expenditure Authority/ Disbursement Comparison	Monthly	Internal	End of month	Internal
Expenditure Authority Adjustment Comparison Report	SBSEINBA	Monthly	Internal		Internal
Expenditure Authority Approved – Detail by Case	C35263	Weekly	DFAS-Field Sites	Every Monday	Internal
Expenditure Authority Approved – Summary by Case	C35263	Weekly	DFAS-Field Sites	Every Monday	Internal
Expenditure Authority Detail	Detail Expenditure Authority / Disbursement Comparison Report	Monthly	All DSSNs	End of month	Internal
Expenditure Authority Report	Expenditure Authority in balance	Monthly	Internal	8 <sup>th</sup> work day of the month	
Expenditure Authority- BQ Comparison	Comparison between DIFS and BQ	Monthly	Internal	8 <sup>th</sup> work day of the month	
EC Cases	Document Retrieval	Monthly	EC, DSCA	10 <sup>th</sup> day of the month	Internal

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Enhanced Accelerated Case Closure (EACC)	Provides the total number, final delivered value, total Unliquidated Obligation value, and net excess funds returned to the customer for all EACC cases since March 1995.	Quarterly	DSCA-HQ	Two weeks after the DD 645 is finalized	Request from DSCA
EXA-RW-61 Expenditure Authority System	CMCS	Monthly			
Excess Cash RPT	Letter	Monthly	Country	Monthly	Country
Federal Agencies Centralized Trial-Balance System (FACTS) II Report		Quarterly	Treasury, DFAS-HQ DSCA	(Approx.) Month End Following Acct Quarter	DoD FMR 7000-14 OMB Bulletin A34 OMB Bulletin 9701 Treasury Financial Manual (TFM)
Federal Agencies Centralized Trial-Balance System (FACTS) I Report		Year-end	Treasury, DFAS-HQ DSCA	(Approx.) Month End Following Acct Year	DoD FMR 7000-14 OMB Bulletin A34 OMB Bulletin 9701 Treasury Financial Manual (TFM)
FICS Suspended Report	PCN 050	Monthly	Internal	Daily	Internal
Financial Status of Cases	Internal	Quarterly	Country	Quarterly	Country

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Financial Analysis Worksheet	Financial Analysis of variances in different systems				
Financial Annex File	TSO	Quarterly	Country	Quarterly	Country
Financial Forecast	028A651	Quarterly	Countries	Quarterly	7000.14-R
Financial Forecast Review	Document Retrieval	Quarterly	Internal	15 <sup>th</sup> day after the end of the quarter	Customer Requirement/ Internal
Fiscal Year (FY) Internal Control	Projected Schedule Of Annual Operational Review Program	Yearly	DFAS-DE/DIWD,  Effective Oct. 1, 2000 (DFAS-HQ, DDIBB/DE)	Mid September of Each Year	DFAS 5010.38-R, Internal Management Control Program
Fiscal Year Congressional Report For FMF Loans		Year-end	Various Congressional Committees	(Approx.) Month End Following Accounting Year	Section 25 (a)(11) of The Arms Export Control Act (AECA) Treasury Financial Manual (TFM)
FK Delivery Listing (IS)	PCN	Monthly	MOD NY	As Required	Country Requirement
FK History Reports	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
FK History Search	TSO	As Required	Requestor	As Required	Requestor
FKG Reply List	PCN	Quarterly	Country / IA	15 <sup>th</sup> day after the end of the quarter	7000.14 R

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
FMFIA Section 2 Material Weaknesses Status Report	Update on Previously Reported Material Weaknesses	Yearly	DFAS-DE / DIWD  Effective Oct. 1, 2000 DFAS-DE/AS (Director of Accounting, Client Service Office)	January 21 <sup>st</sup> of each Year	FMFIA of 1982
FML – Financial Management Ledger	Retrievals	Daily	Internal	Daily	Internal
FML for Countries with Credit Balances		Daily	Internal	Daily	Internal
FMR Retrievals	TSO / Internal	As Required	Country/ Internal	As Required	Country
FMS 2108 Year-end Closing Statement	Year-end status of Foreign Assistance Act Funds.	Yearly	DFAS-IN and Management	Last work day of October	DoD FMR DoD 7000.14-R, Volume 6, Chapter 2
FMS CAS Cost Clearing Acct	Spreadsheet	Monthly	DSCA/COMPT	1 <sup>st</sup> week of the month	DoD 7000-14R Volume 15
FMS Cases Closure Certificate Inventory – Detailed By Case, (PCN:UH028A852, None)	Report Shows Cases By Country Code, IA, Case, Category, ULO, Certificate Status, Branch, Certificate Date, Receipt Date, Status Date, Closure Date, Certificate Value and Originating Office	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I- 22526/91, May 23, 1991; I- 05116/92 Of November 3, 1992; And A DSCA Memo Of March 19, 1997

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
FMS Cases With Expenditures > Collections, (PCN:UH028A813, K90097)	Report Shows Cases With Expenditures > Collections (11 DIFS Data Fields By Country/IA/Case ) (CC, IA, Case, DT-IMP, TOC, CUM FIN REQ, COLS To Date, Trust Fund – FRG, DEL, DIS/UNDEL, PROG-PAY, TOT Expense Fund Shortage)	Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And A DSCA Memo Of March 19, 1997
FMS Cash Accounting	PCN 324	Daily	Internal	Daily	Internal
FMS Cash Accounting	PCN 323	Daily	Internal	Daily	Internal
FMS Cash History Extract	PCN 339	Monthly	Internal	Daily	Internal
FMS Delivery List	PCN	Quarterly	Country/ Internal	15 <sup>th</sup> day after the end of the quarter	7000.14-R
FMS EA Issue Report	PCN 328	Daily	Internal	Daily	Internal
FMS Reply List	028A	Quarterly	Countries	15 <sup>th</sup> day after the end of the quarter	7000.14-R

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
FMS Status of Funds Feedback Reports	Status of funds transactions processed through the DFAS-IN system identifies variances and abnormal balances, and computes end of period unobligated and unliquidated obligation balances. These reports contain four sections as follows: 1. Status of Approved Resources, 2. Schedule of Unliquidated Obligations, 3. Report of Departmental Variances, and 4. Accrual versus Unliquidated Obligation Variances.	Monthly	Army Installations & DFAS Field Sites	14 <sup>th</sup> workday following the end of each month	DFAS-IN Regulation 37-1, Chapter 29, section 2903, paragraphs 290301, 290306, 290316, 290323
FMS Trust Fund Expenditure Authority Status Report		Monthly	Internal		
Foreign Military Sales – Output 14 DSCA Funding – DFAS Expense Report	Report Shows DSCA FY Original Funding, Funding Change, Expenses Cumulative And Straight-line Percentages By DFAS-HQ And Major Centers	Monthly	DFAS-DE/PC  Effective Oct.1, 2000 DFAS-DE/AS (Directorate of Client Service Office)	20 <sup>th</sup> Calendar Day of the month	DFAS-DE/P0 Letter June 15, 1998, “Standard Format For Executive Information Management System (EIMS)”



Report Title	Description/ Form	Frequency	Submit to:	Date Due	Directive
Foreign Military Sales (FMS) Trust Fund Problems Disbursements Report	Report Shows Central Cash Control (Undistributed At Country, Case And Net Amount) And Field Level Accountability (Intransit, UMD And NULO, Problem Disbursements And Current Intransit And Total Unprocessed)	Monthly	Defense Finance And Accounting Service-Denver, Office Of Customer Support & Internal Controls (DFAS-DE/PC)  Effective Oct. 1, 2000, DFAS-DE/AS (Directorate of Accounting, Client Service Office)	20 <sup>th</sup> Calendar Day of the month	DFAS-DE/P0 Letter June 15, 1998, "Standard Format For Executive Info. Mgt. System (EIMS)"
FRB Balances	Document Retrieval	Weekly	Internal	Tuesdays	Customer Requirement/Internal
FRB Deposit (CN)	Letter	Monthly	CN Embassy	Monthly	Country
FRB Draw Down (IS)	Internal	Bi-Weekly	FRB	1 <sup>st</sup> & 3 <sup>rd</sup> week of the month	FRB
FRB Statements		End of month	FRB Countries, DSCA, Bureau of Economic Analysis	5 <sup>th</sup> work day of the Month	
FRBBAL		As Needed	Internal		
FRBBALTM		As Needed	Internal		
FRBRECON		As Needed	Internal		
FRBRPT		End of month	Internal	10 <sup>th</sup> work day of the month	

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
FRS Suspense	Data File	Monthly	DFAS-DE via DFAS-CL	22 <sup>nd</sup> day of the Month	DFAS-CL 1025.65-M Dec 95
Funds App (KU)	Internal	Quarterly	Country	Quarterly	Internal
FX0044N C33457 C33457A C33961 - 33966	Reconciliation and reporting of line level transactions				
General Ledger		Monthly			DoD 7010.1R
General Ledger Accounts	Document Retrieval	Daily	Internal	Daily	Customer Requirement/ Internal
GLR-RW-25 Examine Lines for TFR Eligibility	CMCS	Monthly			
GLR-RW-91 Erroneous SJE Records	CMCS	Monthly			
Government Furnished Material	SAMIS Screen 304	Daily	Item Managers	10 Week Suspense	
GSA JV Interfund	MISIL Report	Monthly	Internal	Mid Month	MISIL/MIST Users Manual (May 94)
H-103-3C1	Detail GJA Transactions	Monthly	Internal		
HAF 7112		Weekly	Internal		
HAF 7113		Monthly	Internal		
HAF-(Q) 8108	Report on Accounts and Loans Receivable Due from Public	Quarterly	Internal	20 <sup>th</sup> work day	Internal 7010.1-R
HAF-ACF( R) 7801	Status of Funds	Monthly	Internal	9 <sup>th</sup> work day	Internal 7010.1-R
HAF-ACF(M) 7113	Schedule of Net	Monthly	Internal	4 <sup>th</sup> work day	Internal 7010.1-R
HAF-ACF(M) 7184	Selected Balances for	Quarterly	Internal	11 <sup>th</sup> work day	Internal 7010.1-R

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
HAF-ACF(W) 7112	For Others Report	Weekly	Internal	As Required	Internal 7071.2-M
Health of Customer Programs	XL Spreadsheet	Monthly	DSCA & Internal	25 <sup>th</sup>	Internal
History Of Payments (KU)	Internal	Quarterly	Country	End of Month	Internal
Holding Accounts (SR/SI)	Spreadsheet	Monthly	Countries	Monthly	Country
Holding Accounts	Internal	Quarterly	Country	15 <sup>th</sup>	Country
Holding Accounts	Spreadsheet	Quarterly	Countries	EOQ	7000.14-R
Immaterial Reconciliation Account - \$200	Spreadsheet/ Reports	Monthly	Internal	As Required	Policy 23-98-02
Immaterial Reconciliation Account - \$1,000	Spreadsheet/ Reports	Monthly	Internal	As Required	Policy 23-00-03
Implement Closed Case (BA)	TSO	Quarterly	Country	15 <sup>th</sup>	Country
Implement Closed Case (SR)	TSO	Monthly	Country	Last Day	Country
IS Cases	Document Retrieval	Monthly	IS, DSCA	10 <sup>th</sup> day	DFAS-AWI/DE
KITS	SAMIS Screen 306	Daily	Item Managers	10 Week Suspense	
Kuwait Program RPT	Internal	Semi-annual	Country	APR/OCT	Country
LDRPS Plan	Contingency Operations Plan	Monthly	Internal, DFAS-IN, & Army Network	As Required	Internal Crisis Management Plan, DE-P13-A2
Ledger	Financial Management Ledger	Daily	Internal	Daily	Internal
Letter of Credits	Internal	As Required	COM BK/FRB	ASAP	Bank Required
Line Level DISB (SR/TC)	Internal	Monthly	DSCA/ Internal	End of Month	DSCA
Line Level Reconciliation	Spreadsheets	Monthly	Internal & External	Month end	Internal

Report Title	Description/ Form	Frequency	Submit to:	Date Due	Directive
Living Disaster Recovery System (LDRPS) Monthly Certification Report	E-Mail Certifying LDRPS For Directorate (DFAS-AWI/DE) Database	Monthly	Directorate of Resource Management  ( DFAS-DE/CN, Certified Business Contingency Planner (CBCP),  Denver Crisis Coordination Center (CCC), (DFAS-DE/CN))	Mid-Month	Presidential Executive Order (EO) 12656, DFAS 3020.26-R, 3020.36 & 3020.376-P  Presidential Executive Order (EO) 12656, DFAS 3020.26-R, 3020.36 & 3020.376-P
Letter Of Refund/ Collection (IT)	Letter	Monthly	Embassy	Monthly	Country
MAJCOM Report	Status of Funds Recap	Monthly	DDC	13 <sup>th</sup> work day	DFAS-DE 7010.1-R
MAP/CREDIT Commits to Collections	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
Match Case Con & FK History (FKA,B,P,Q) With No Activity In Last 18 Months By Country, (PCN:UH028A076, C32288)	Report On FMS Cases With No Activity In The Past 18 Months By Country (13 DIFS Data Fields By Country/Country / Case Sequence – IA, CC/CASE, DT-IMPL, CCCI, PLT, PCT EXP ORD, TOT- 1513, TOT Accrued Cost/Over CLCT, DASC & TOT-CLCT)	Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And A DSCA Memo Of March 19, 1997

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Match Case Con & FK History, (FKA,B,P,Q) With No Activity In Last 18 Months By IA, (PCN:UH028A076, C32152)	Report On FMS Cases With No Activity In The Past 18 Months By Country (13 DIFS Data Fields By Country/Country / Case Sequence – IA, CC/CASE, DT-IMPL, CCCI, PLT, PCT EXP ORD, TOT- 1513, TOT Accrued Cost/Over CLCT, DASC & TOT-CLCT)	Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I- 22526/91, May 23, 1991; I- 05116/92 Of November 3, 1992; And A DSCA Memo Of March 19, 1997
Match EA to Direct Site Disbursements	SBSEZIP	Monthly	Internal	As Required	Internal
MGT Alert List	ALERT O-F-B	Monthly	DSCA	As Required	DSCA
MISC Spreadsheet with data from Buy-In & Sell-Out	Spreadsheet	Monthly	ICFR	22 <sup>nd</sup> of month	
MODA Report 1 (SR/SI/TC)	Internal	Monthly	NOTE #1	15 <sup>th</sup> of the month	Country
MODA Report 1a SR/SI/TC/EC	Internal	Monthly	NOTE #1	15 <sup>th</sup> of the month	Country
MODA Report 2 (SR/SI/TC)	Internal	Monthly	NOTE #1	15 <sup>th</sup> of the month	Country
MODA Report 3	Internal	Monthly	NOTE #1	15 <sup>th</sup> of the month	Country
Monday Reports	Retrievals: C33221, C33951, C33565, C33567, C33322, C33795, C33324, C33225 & C33226	Weekly	Internal	Every Monday	DOD 7000.14 Volume 15
Monthly FRB Draws	Internal	Monthly	FRB	3 <sup>rd</sup> week	FRB

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Monthly PBAS EA Adjustment Reports:	EA Adj. Mgmt. Notice MACOM FMS EA Adj. DSSN FMS EXP Adj. EA in Excess of OA	Monthly Monthly x3 Monthly x3 Monthly x2	Internal		
Monthly PBAS EA Adjustment reports:	Insufficient EA Ceiling REQ Manager FMS Exp. Authority Adj. DA FMS EA Adjustment CRY/IA FMS EA Authority Adjustment	Monthly  Monthly x2  Monthly  Monthly	Internal	As Required	Internal
Name of Retrieval or Number	TSO Retrieval created – for requester, and Reports / retrievals created for requester	As Needed	To Requester	ASAP	Internal
Named after Type of Product Requested	Power Point™, Word™, Excel™, or Access™	As Needed	To Requester	ASAP	Internal
NBQE20 Monthly SAMIS Interface	FTP from Dayton	Monthly			
Negative Unliquidated Obligation (NULO) Report	Report conditions were disbursements in excess of obligations at document level. Including situations where no obligations have been recorded	Monthly	DFAS-IN/AA	Close of business on the 3 <sup>rd</sup> workday of the month, automated FTP submission.	DFAS-IN 37-1, Chapter 28, Paragraph 281004
New Cases for Period	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
No-Report Number	Budget Authority/ Allotment				

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Nomenclature Review	Document Retrieval	Quarterly	Internal	15 <sup>th</sup> day	
Non-Standard Reports Routinely Requested	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
Non-stock Fund Orders and Payables	Subsidiary of accounts payable balances.	Weekly or at customers request	SATFA & SATMO	As Requested	
Norwest Bank Statement	Letter	Monthly	Internal	Monthly	Internal
Obligations	TSO	Monthly	Country	Monthly	Country
Obligations by Object Class	Current fiscal year net obligations by object class for all direct cite non-admin cases for Army and COE	Monthly	Internal	20 <sup>th</sup> calendar day following the close of each accounting month	DoD FMR DoD 7000.14-R, Volume 15, Chapter 3, paragraph 030104
Obligations Recorded on Behalf of Customer (Report 3B)	Spreadsheet detailing all obligations recorded during the period on behalf of customer.	Monthly	DFAS-IN/DDA	8 <sup>th</sup> Workday	Indianapolis Center Accounting Policy Message 1011272 DOD FMR Vol. 3 Chapter 11 Paragraph 1116
Obligations Reports	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
OBS-DISB-ORD-VAL	Document Retrieval	Monthly	Internal	15 <sup>th</sup> day	
OPAC Reporting	Disbursement/ Reimbursement Report	3 x weekly	Treasury	None”	
Open Document Listing		Monthly	Commands	As soon as possible	

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Operational Review Program (ORP) Third Quarter Report For Fiscal Year 2000	Update on Outstanding ORP Findings	Quarterly	DFAS-DE/DIWD  Effective Oct. 1, 2000 (DFAS-HQ, DDIBB/DE)	10 <sup>th</sup> day of the month, after Quarter's end	DFAS 5010.38-R, Internal Management Control Program
Other Mass Input	TSO Files	As Needed	Internal	As Required	Internal
Outstanding EA Request	TSO	Monthly	Country	Monthly	Country
Over \$1.0M Report	Word <sup>TM</sup> Document	Quarterly	Internal	Quarterly	Internal
Over-Collected Cases	TSO	As Required	Requestor	As Required	Requestor
Over-Collected Cases	Document Retrieval	Weekly	DSCA	Mondays	Customer Requirement/ Internal
Over-Delivered Report	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
Over-Liquidated Progress Payments	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
Pacific Command Cases	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
Pay Schedules	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
PCN: U-W001 – HJH Deliveries/ Shipment Suspense	Report. Web & Hardcopy from WPAFB	Monthly			
PCN: U-W001.JAB Selected Uncorrected Controlled Exception	SAMIS and Hardcopy	Daily			



<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
PCN: U-W001-HJL Cumulative Suspense Report	Report. Web & Hardcopy from WPAFB	Monthly			
PCVR – Performance vs. Disbursements	Spreadsheet	Monthly	Internal & External	Month end	Internal
Performance	Extract of source X,O,B transactions plus SAMIS, and other direct input deliveries (NAs, NDs)	Bi –monthly non-billing months; monthly during billing cycles	Internal	On or near the 5 <sup>th</sup> & 20 <sup>th</sup> during non-billing months;  20 <sup>th</sup> during billing months	7000-14-R, V15 as applicable
Performance to Disbursement – All	Document Retrieval	Monthly	Internal	15 <sup>th</sup> day	
Performance to Disbursement Variances	Document Retrieval	Monthly	Internal	15 <sup>th</sup> day	
PMI Report	Spreadsheet	Monthly	Internal	Month end	Internal
Problem Disbursement Reports (Army Installation/ Departmental)	Narrative and Trend Analysis of DFAS-IN FMS Problem Disbursements	Monthly	Army Network & Management	Last week of the month following the month reported	DFAS-HQ Requirements
Problem Disbursement Reports (Army Installation/ Departmental)	Narrative and Trend Analysis of DFAS-IN FMS Problem Disbursements	Monthly	Army Network & Management	Last week of the month following the month reported	DFAS-HQ Requirements
Problem Disbursements (Navy Installation)	Access™/ Excel™ files	Monthly	DSCA/DLO	25 <sup>th</sup> of Month	DFAS-HQ Memo (Problem Disbursements)
Problem Disbursement/ Intransit Reports		Monthly	DFAS-HQ	(Approx.) Month End Following Acct Month	DFAS-HQ Directive
Prompt Payment Interest	Spreadsheet	Quarterly	DSCA/DLO	2 <sup>nd</sup> week	DFAS-DE- 7010.2R

Report Title	Description/ Form	Frequency	Submit to:	Date Due	Directive
Prompt Payment Interest Report (Army Installation)	FMS prompt payment interest incurred during the quarter by disbursing office	Quarterly	DSCA and DFAS-AWC/DE	On the last work day of the month following the end of the quarter	DSCA Requirement
Prompt Payment Interest Report (Army Departmental)	Interest and other specified data for Prompt Payment Act Payments	Quarterly	DFAS-HQ	25 <sup>th</sup> calendar following the end of the quarter.	DFAS-IN 37-1, Chapter 28, Paragraph 280705 and Figure 28-14
Prompt Payment Interest (Navy Installation)	Excel™/ Access™ files	Monthly	DSCA/DLO	20 <sup>th</sup> of Month	DFAS-AWC/DE SOP PPI
Prompt Payment Interest/Target	Performance Management		Internal		Internal
PTC Transactions by Amount	C34773	Daily	Internal	As Required	Internal
PTC Transactions by DSSN	C32955	Daily	Internal	As Required	Internal
Quarterly Accounts Receivable Greater than \$1 Million	Identifies countries w/A/R > \$1M	Quarterly	DSCA	30 days after end of quarter	DOD 7000.14-R, Chap 5
Quarterly Accounts Receivable	Internal	Quarterly	DFAS	15 <sup>th</sup>	DFAS
Quarterly FMS Closed Cases (PCN:UH028A228, None)	Report Shows Quarterly Case Closures For Quarter ( Case, RSN, Date Closed, Closure Type, Generic, ART/SER Cost, ACSRL Cost, Admin Cost And Total –Cost)	Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 of November 3, 1992; & a DSCA Memo of March 19, 1997

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
RCS CSCFA 110 Transactions for Others Report (Army Installation)	Report identifies payments and collections made for other funded DoD activities.	Weekly	Various funded DoD activities	Each Friday	DFAS-IN 37-1, Chapter 28, Paragraph 281205
RCS CSCFA 110 Transactions for Others Report (Army Departmental)	Report identifies payments and collections made for other funded DoD activities.	Weekly	DFAS-IN	Friday for processing as of Close of Business Thursday, as required	DFAS-IN 37-1, Chapter 28, Paragraph 281205
RCS CSCFA 218 Report (Status of Approved Resources)	Primary report prepared by accounting activities to provide status data to DFAS- IN. Report of annual program funds available, commitments outstanding, obligations, recoveries, expenses, undelivered orders, accounts payable, advances, disbursements, and management information at the Army Management Structure level prescribed in DFAS-IN Manual 37-100- FY.	Monthly	DFAS-IN/AA  DFAS- DE/IBAD	1200 Hours EST on the 3 <sup>rd</sup> workday of the month following the end of the reporting period.  ELECTRA submission (rejects, CER variances, changes) cut-off is 8 <sup>th</sup> work day following the end of the reporting period. (218, 112, G/L reports)	DFAS-IN 37-1, Chapters 28, 30, Paragraphs 280701, 300304, and DFAS-IN Message R080840Z Oct 99.  DFAS-IN 37-1, Paragraph 290316B and DFAS-IN Message R080840Z Oct 99.
RCS CSCFA 302-A (Accelerated Reporting of Receipt and Outlay (Expenditure) Data- Statement of Accountability) report	Reports all data relating to accountability Automated version RCS GAO 1002	Monthly	DFAS-IN/AA	Close of business 3 <sup>rd</sup> work day of the month, automated FTP submission	DFAS-IN 37-1, Chapter 28, 30, Paragraph 281202, and Section 3003

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
RCS CSCFA 302-A (Accelerated Reporting of Receipt and Outlay (Expenditure) Data- Statement of Accountability) report.	Detailed version of the hard copy report SF 1219 Statement of Accountability	Monthly	DFAS-IN/AA	Due at 2400 Hours on 3 <sup>rd</sup> work day of the month, automated FTP submission.	DFAS-IN 37-1, Chapter 28, 30, Paragraph 281202
RCS CSCFA 302-T (Accelerated Reporting of Receipt and Outlay (Expenditure) Data- Statement of Transactions) Report	Report is the support for Net Disbursements values shown in the RCS CSCFA 302-A and RCS GAO –1002	Monthly	DFAS-IN/AA	Close of Business on the 3 <sup>rd</sup> work day of the month, automated FTP submission	DFAS-IN 37-1, Chapters 28, 30, Paragraphs 281203, and Section 3003
RCS CSCFA 304 (Fiscal Station Accounting/Clearance) Report	Report shows the value of interfund and TBO transactions processed during the month	Monthly	DFAS-IN/AA	Close of Business on the 3 <sup>rd</sup> work day of the month, automated FTP submission	DFAS-IN 37-1, Chapters 28,30, Paragraphs 281204, and Section 3003
RCS CSFA 110 Transactions for Others Report	Report identifies payments and collections made for other funded DoD activities.	Weekly	Various funded DoD activities	Each Friday	DFAS-IN 37-1, Chapters 28, Paragraphs 281205
RCS CSCFA 110 Transactions for Others Report (Army Departmental)	Report identifies payments and collections made for other services and agencies.	Weekly	DFAS-IN	Friday for processing of Close of Business Thursday, as required	DFAS-IN 37-1, Chapters 28, Paragraphs 281205
RCS TREAS-1061 (Statement of Interfund Transactions) report	Report consists of all interfund summary-billing records generated by fiscal offices during a reporting month.	Monthly	DFAS-IN/AA	Close of Business on the 3 <sup>rd</sup> work day of the month, automated FTP submission	DFAS-IN 37-1, Chapters 28, 30, Paragraphs 281201, and Section 3003
RCS: DSAA(Q)1112	Non-recurring costs	Quarterly, As Required	Internal	15 calendar days after End of Quarter	AFR 170-3

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
RCS:HAF-ACF(AR)7801	FMS Status of Fund Data Base Transmission	Monthly	Internal	4 <sup>th</sup> work day	
Reconciliations 1-4	Retrievals	Daily	Internal	Daily	Internal
Refund From HA RPT	Letter	Monthly	Country	Monthly	Country
Report 1, DSCA Security Assistance Finance And Accounting Mission (PCN:UH028A461, PCN: UH028A760, Foreign Military Financing Reports, DoD Contingency Operations Billing Reports, And Excel™ Program: AMC.XLS)	Report Shows Finance And Accounting Mission By Appropriation (FMS, IMET, Special Programs, SDAF-Buy-In Side, Foreign Military Financing, Including Cases And Dollars For Each Appropriation) (Pie Charts)	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, And External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 10, FMS Implemented Program By Agency Value Ordered & Value To Be Delivered (Agency. XLS)	Report Shows FMS Implemented Program By Agency (Value Ordered And Value To Be Delivered Dollars) (Pie Charts)	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 11, FMS Implemented Program Value To Be Delivered By Country (Country.XLS)	Report Shows FMS Implemented Program Value To Be Delivered By Country Dollars (Pie Chart)	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Report 12, FMS Implemented Program Value Ordered By (Country.XLS)	Report Shows FMS Implemented Program Value Ordered By Country Dollars (Pie Chart)	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 13, Cash Resources FMS Trust Fund & Interest-Bearing Dollars By Country (Program: SAA Cash Resources, FRB Fax + Trust Fund + C32755 + Commercial Accounts)	Report Shows Cash Resources Dollars For FMS Trust Fund And Interest-Bearing Dollars By Country (Pie Charts)	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 14, Interest Bearing Accounts (Program: Interest Bearing Accounts.XLS, FRB Fax + Commercial Accounts)	Report Shows US Treasury And DoD Number Of Accounts (Listing By Country Chart)	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 15, Federal Reserve Bank Accounts By Country (Excludes Israel), (Program: Interest-Bearing Accounts.XLS – FRB Fax)	Report Shows Interest Bearing (Federal Reserve Bank & Commercial Accounts By Country Chart)	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Report 16, US Army Major FMS Programs (Program: Army FMS Major Procurement Or Stock Cases Over \$100 Million.XLS) + (PCN:UH028A871, C31438)	Report Shows US Army Major FMS Programs By Country/Item/ Value Chart	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 17, US Air Force Major FMS Programs (Program: Air Force Major Procurement Or Stock Cases Over \$100 Million.XLS) + (PCN:UH028A871,C31438)	Report Shows US Air Force Major FMS Programs By Country/Item/Value Chart	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 18, US Navy Major FMS Programs (Program: Navy Procurement Or Stock Cases Over \$100 Million. XLS) + (PCN:UH028A871, C31438)	Report Shows US Navy Major FMS Programs By Country/Item/ Value Chart	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 19, Accelerated Case Closure Procedures Participating Customers (Product Cases Subject To ULO Closures – PCN:UH028A752 ULOACT)	Report Shows Accelerated Case Closure Procedures Total Program Value & Total Undelivered Program Value By Agency Dollars Chart	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Report 2, Security Assistance Program By Category (Program: AMC.XLS)	Report Shows Dollars By FMS, FMF, IMET, SDAF, Special Programs And Total	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 20, Accelerated Case Closure Procedures By Agency - All Cases By Implementing Agency (Product:PCNUH028A 752.ULOACT)	Report Shows Accelerated Case Closure Procedures For All Cases By Implementing Agency Cases Chart	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 21, Accelerated Case Closure Procedures Map/Non-Repayable Credit Cases Only (PCN.028A752.ULOACT)	Report Shows Accelerated Case Closure Procedures Map/Non-Repayable Credit Cases Only By Agency Chart	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 22, Accelerated Case Closure Procedures Map/ Non-Repayable Credit Cases Only (PCN:UH028A754.ULOACT 2)	Report Shows Accelerated Case Closure Procedures Map/Non-Repayable Credit Cases Only Total Program Value And Total Undelivered Program Dollars By Agency Chart	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors



<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Report 23, Accelerated Closure Procedures Results Report (Product C2, PCN:UH028A760.ULO ACT 10) + Post Closure (PCN:UH028A757.ULOACT 7)	Report Shows US Accelerated Closure Procedures Results (Cases Closed, Cases With ULO And Post Closure Activity Cases And Dollars Chart	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 24, Accelerated Cases Closed With ULO By Implementing Agency (Product C2, PCN:UH029A760.ULO ACT 10) + Post Closure (PCN:UH029A757.ULOACT 7)	Report Shows Accelerated Case Closure Cases Closed With ULO By Agency Cases, Total Ordered Value And ULO Required	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 25, Annual FMS Sales By Fiscal Year Report (DSCA Report To Congress + SAA.XLS)	Report Shows Annual FMS Sales Dollars By Fiscal Year Chart	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 26, FMS Trust Fund US Treasury And Interest Bearing Balances By Fiscal Year DSCA Version, Program: SAA Cash Resources By Quarter, (FRB FAX + Trust Fund – C32755 + Commercial Accounts) – DSCA Version With Israel	Report Shows FMS Trust Fund, U.S. Treasury And Interest Bearing Balances By Quarter Linear Chart For DSCA (US Treasury, Interest Bearing & Total)	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Report 27, FMS Ordered And Undelivered Program Ordered & Undelivered Dollars (Program: FMS Implemented Program Status By Agency Or By Country.XLS – DSCA Version)	Report Shows FMS Program Ordered And Undelivered By Fiscal Year Dollars Bar Chart For DSCA	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 28, Security Assistance Program Cases/Lines By Agency (Program: Status By Agency.XLS –DSCA Version	Report Shows Security Assistance Program By Agency Number Of Cases And Lines By Agency Cases Pie Chart	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 29, FMS Implemented Program By Agency (Program: FMS Implemented Program Status By Agency.XLS – DSCA Version)	Report Shows FMS Implemented Program By Agency Value Ordered And Value To Be Delivered By Dollars Pie Chart	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 3, Annual FMS Sales By Fiscal Year Program: DSCA Report To Congress, Program: SAA.XLS, PCN: UH028ASC11, SAMA.XLS, PCN: UH028A767 & PCN: UH028A72)	Report Shows Annual FMS Sales By Fiscal Year Bar Chart (FY & Dollars)	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Report 30, Cash Resources By Country Report (Program: FMS Implemented Program Status By Agency.XLS – DSCA Version)	Report Shows Cash Resources By Country For FMS Trust Fund & Interest Bearing By Country Pie Chart	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 31, Federal Reserve Bank Accounts By Country (Includes Israel) (Program: Interest Bearing Accounts.XLS = FRB Fax + Commercial Accounts– FRB Version)	Report Shows Federal Reserve Bank Accounts By Country (Country/Date Signed/Balance) For DSCA ( Includes Israel)	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 4, Security Assistance Activity Sales Impact By Type (Program:SAA.XLS, PCN: UH028ASC11, SAMA.XLS, PCN: UH028A767 & PCN: UH028A72)	Report Shows Fiscal Year Sales To Date (Acceptances, Amendments, Notices And Closure Adjustments Cases And Sales)	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 5, FMS Program Implemented & Undelivered Dollars By Fiscal Year (Implement Program Status By Agency Or Country.XLS, PCNS:UH028A779,UH 028A784 & DIFS CICS SCREENS)	Report Shows Implemented & Undelivered Program Dollars By Fiscal Year As Bar Chart	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Report 6, FMS Accounting Structure Accounts (Programs: CC.XLS, PCN: UH028A785 AND EIM.XLS)	Report Shows Us Treasury And DoD Number Of Accounts (Rectangle Chart)	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 7, DFAS FMS Managed Program Value Ordered By Agency (CC.XLS, PCN:UH028A785 AND EIM.XLS)	Report Shows DFAS FMS Managed Program Value Ordered By Agency (Dollars & Cases) (Pie Charts)	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 8, FMS Implemented Program Value Ordered By Agency (Agency.XLS - DFAS Version)	Report Shows FMS Implemented Program Value Ordered By Agency (Dollars And Cases) (Pie Charts)	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors
Report 9, FMS Implemented Program Value To Be Delivered By Agency (Agency.XLS - - DFAS Version)	Report Shows FMS Implemented Program Value To Delivered By Agency (Dollars And Cases) (Pie Charts)	Monthly or Quarterly	DSCA  DFAS-AWI/DE Director & Deputy Directors, & External Audit Organization	Monthly, Quarterly, or Annually	Directed By Requests From DSCA, DFAS-AWI/DE Director, Deputy Directors And External Auditors

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Report on Budget Execution	SF 133	Monthly Quarterly Year-end	Treasury, DSCA DFAS-HQ	(Approx.) Month End Following Acct Month	DoD FMR 7000-14 OMB Bulletin A34 OMB Bulletin 9701 Treasury Financial Manual (TFM)
Report on Foreign Loans		Year-end	Department of Commerce	(Approx.) Month End Following Acct Year	DSCA Directive Treasury Financial Manual (TFM)
Report on Receivables Due From The Public		Quarterly Year-end	Treasury, DSCA DFAS-HQ	(Approx.) Month End Following Acct Quarter/ Year	DoD FMR 7000-14 OMB Bulletin A34 OMB Bulletin 9701 Treasury Financial Manual (TFM)
Report On Review Of Israeli Disbursements Of US Loans	Review Of Israeli Disbursements Of US Loans	Yearly	Defense Security Cooperation Agency, Comptroller	Varies	DSCA Tasking, January 15, 1991
S3 DISC Report	DTE SEQ	Monthly	DSCA	As Required	DSCA
S3 Error Listing	DTE SEQ	Weekly	DSCA	As Required	DSCA
SANG Cases	Document Retrieval	Monthly	SR, DSCA	10 <sup>th</sup> day of the month	Customer Requirement/ Internal
SANG Disbursements	Document Retrieval	Monthly	SANG	10 <sup>th</sup> day of the month	Customer Requirement/ Internal
SAO Case Data	Internal	Quarterly	Country	As Required	Country

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
SB/SE Report	C35266	Daily	Internal	As Required	Internal
Schedule Of Case Closure Certifications In Certificate Status "I" By Stratification Category, (Excel™ Program:DSCA.XLS)	Aging Report Shows An Explanation Of The Number Cases Subject To Case Closure (Certificates Under 30 Days Old, Over 30 Days Old, With An Explanation As To Why Cases Can Not Be Closed)	Monthly or Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 of November 3, 1992; & DSCA Memo of March 19, 1997
SDAF Buy-In Cumulative	Computer Generated	Monthly	Internal	1 <sup>st</sup> day of the month	Input To SF133
SDAF Buy-In Cumulative	Computer Generated	Monthly	ICFR	22 <sup>nd</sup> day of the month	Input To SF133
SDAF Review	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
SF\$SXPTC	Army Treasury Adjustment Report	Monthly	Internal	End of Month	
SH002LR6L NE-4-R60 Civilian Pay Accounting Interface	GAFS (BQ)	Bi-Weekly			
Shipped-Not-Billed	SAMIS	Monthly			
Site 2 Site 3 Site 4 Site 5	Air Force Disbursement/ CC Navy Disbursement/ CC Army Disbursement/ CC ICFC Disbursement/C C	Monthly	Internal	As Required	Internal
SJEs	Status of Funds for FMS	Monthly	Internal	5 <sup>th</sup> work day of the month	Internal 7010.1-R

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Special Bill	Internal	Quarterly	Country	End of the quarter	7000.14 R
Special Bill (JO)	Internal	Quarterly	JO Embassy	15 <sup>th</sup> day of the month after quarters end	7000.14 R
Special Bill COMP	Spreadsheet	Quarterly	DSCA/ CTRY	End of the quarter	7000.14 R
Special Bill COMPT	Internal	Monthly	FRB	Monthly	FRB
Special Bill Letters	Letter	Quarterly	Country	15 <sup>th</sup> day of the month after quarters end	Country
SR Cases	Document Retrieval	Monthly	SR, DSCA	10 <sup>th</sup> day of the month	Customer Requirement/ Internal
SR Contingency Line Review	Document Retrieval	Quarterly	DSCA	15 <sup>th</sup> day of the month after quarters end	
SR Program Review	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
SR SNEP Program	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
STARS Cases	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
STARS JV Periodic Review for Insufficient Obligation	STARS Report	Monthly	Major Systems Commands	25 <sup>th</sup> day of the month	STARS Inquiry Manual (hard copy only)
Statement of Accountability RCS GAO -1002	Reports all data relating to accountability	Monthly	No submission Required for this manual report (see 302-A, below)	Close of business on the 3 <sup>rd</sup> work-day of the month	DFAS-IN 37-1, Chapter 28, Paragraph 281202
Statement of Budgetary Resources	Statement of Budgetary Resources, 1 of 6 CFO Financial Statements				

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Statement of Changes in Net Position	Statement of Changes in Net Position, 1 of 6 CFO Financial Statements				
Statement of Custodial Activity	Statement of Custodial Activity, 1 of 6 CFO Financial Statements				
Statement of Net Cost	Statement of Net Costs, 1 of 6 CFO Financial Statements				
Statement of Transactions	SF 224	Monthly & Monthly Supplemental	Treasury DSCA DFAS-HQ	(Approx.) Month End Following Acct Month	DoD FMR 7000-14 Treasury Financial Manual (TFM)
Status of Accounts for Others	CERPS Reports F10	Monthly	Internal	25 <sup>th</sup> day of the Month	CERPS User Manual-DFAS-CL (Hard copy only)
Status of Administrative / SAO Allotment Reports	Cumulative from inception status of FMS direct site administration. for Army and COE	Monthly	Army Budget, USASAC, Internal	20 <sup>th</sup> calendar day following the end of the accounting month	DoD FMR DoD 7000.14-R, Vol. 15, Chapter 3, paragraph 030104
Status of Allotment Expense Report (Admin) FC4A,4Q	Status Report from GLRRW73	Monthly	Internal	20 <sup>th</sup> calendar day of the month	7000-14-R, V15, chapters 2, 3
Status of Audit Adjustment Account	Spreadsheet	As Needed	Internal	As Needed	Internal
Status of Contract Authority	TFS 7304	Semi-Annual And Annual Review	Treasury DSCA DFAS-HQ	(Approx.) Month End Following Acct Month	DoD FMR 7000-14 Treasury Financial Manual (TFM)



<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Status of Direct Cite Allotment Reports	Cumulative from inception status of all FMS direct site non-administration. cases for Army and COE	Monthly	Internal	20 <sup>th</sup> calendar day following the close of each accounting month	DoD FMR DoD 7000.14-R, Volume 15, Chapter 3, paragraph 030104
Status of EACC Cases Identified On The (date) Listing	Shows the status of EACC cases at the end of the quarter; closed or inhibitors preventing closure	Quarterly	DSCA-HQ	Two weeks after the DD 645 is finalized	Request from DSCA
Status of Funds		Monthly	Commands	7 <sup>th</sup> work day of the month	DoD 7010.1R
Status of Funds	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
Status of Funds	Document Retrieval	Monthly	Internal	4 <sup>th</sup> work day of the month	DoD 7010.1R
Status of Funds DBT RCS: HAF-ACF(AR)7801 FC4A/4E/4F/4G/4Q	Status Report	Monthly	Internal	9 <sup>th</sup> work day of the month	7010.1-R
Summary of Credit/MAP Cases	Accrued Costs Which Exceed Ordered Costs	Quarterly	HQ AFSAC SAF AFSAT Internal	30 days after end of qtr	Secretary of Defense Messages dated 14 Jul 89
Summary of Credit/MAP Cases – Accrued Costs Which Exceed Ordered Costs, (PCN:UH028A611, None)	Report Shows 8 DIFS Data Fields With Accrued Cost >Total Ordered Costs (IA/CC/CASE, TA, DT-IMPL, Accrued Cost, TOT-ORD-COST & Difference)	Quarterly	Defense Security Cooperation Agency (DSCA) Comptroller	Mid-Month	DSCA Memos I-22526/91, May 23, 1991; I-05116/92 Of November 3, 1992; And DSCA Memo of March 19, 1997
Summary of Treasury Cash	Trust Fund Reports	Monthly	Internal, DSCA, HQ	15 <sup>th</sup> day of the Month	Internal

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Suspended FIA Principle Items	SAMIS Screen 315I	Daily	Item Managers	10 Week Suspense	
SX Transactions by JV Number	C34201	Daily	Internal		Internal
Taiwan RSN Disbursement	Document Retrieval	Quarterly	DSCA	15 <sup>th</sup> day after the end of the quarter	
Termination Liability Computations	Document Retrieval	Quarterly	DSCA, Internal	10 <sup>th</sup> day after the end of the quarter	Customer Requirement/ Internal
Termination Liability Computations	Document Retrieval	Monthly	Internal	10 <sup>th</sup> day of the month	Customer Requirement/ Internal
TFR	Total Final Reports	Monthly	Internal		
TFR Report	Report from CSPRW26	Monthly	Field Sites	15 <sup>th</sup> Calendar day of the month	Memorandums of Understanding with field sites
TFS4503	Spreadsheet	Quarterly	Dept Of Commerce	1 <sup>st</sup> Month after the end of the quarter	DOD 7000-14R VOL 6
TFS 6653 & 6654	Treasury Trial Balance				
Thailand RSN Disbursement	Document Retrieval	Quarterly	DSCA	15 <sup>th</sup> day after the end of the quarter	
TL-7290 Table	TSO	Quarterly	DSCA	10 <sup>th</sup> day after the end of the quarter	7000.14-R
TL-DSAA Table	TSO	Quarterly	DSCA	10 <sup>th</sup> day after the end of the quarter	7000.14-R

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
Top Country Customer Issues Report	Report Shows Country, Issue And Status	Monthly	DFAS-DE/PC,  Effective Oct. 1, 2000, DFAS-DE/AS (Directorate of Accounting Client Service Office)	20 <sup>th</sup> Calendar Day of the month	DFAS-DE/P0 Letter June 15, 1998, "Standard Format For Executive Info. Mgt. System (EIMS)"
Transaction Counts	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
Treasury Cash	Trust Fund Reports	Monthly	Internal, DSCA, HQ	15 <sup>th</sup> day of the Month	7000.14
Treasury of the U.S. Government Foreign Credit Exposure		Year-end	Treasury	(Approx.) Month End Following Acct Year	DSCA Directive Treasury Financial Manual (TFM)
Treasury Trial Balance	TFS 6653/6654	Monthly	Internal	16 <sup>th</sup> Workday of the month	7000.14 R
TW Percentages	TSO	Quarterly	DSCA	10 <sup>th</sup> workday after the end of the quarter	7000.14-R
UAE Cases	Document Retrieval	Monthly	UAE, DSCA	10 <sup>th</sup> day of the month	Customer Requirement/ Internal
UAE RSN Disbursement	Document Retrieval	Quarterly	DSCA	15 <sup>th</sup> day after the end of the quarter	

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
ULO – EA Not Equal to ULO - Disbursements	ULOMATCH-3	Monthly	Internal	As Required	Internal
ULO – EA vs. ULO - Disbursements	ULOMATCH-1	Monthly	Internal	As Required	Internal
ULO – IA	Document Retrieval	Quarterly	Internal	15 <sup>th</sup> day after the end of the quarter	Customer Requirement/ Internal
ULO – Negatives	Document Retrieval	Quarterly	DSCA	15 <sup>th</sup> day after the end of the quarter	Customer Requirement/ Internal
ULO 6-Month Report	Document Retrieval	Monthly	Internal	15 <sup>th</sup> day of the month	Customer Requirement/ Internal
ULO Balances	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	
ULO Report	Document Retrieval	Quarterly	Internal	15 <sup>th</sup> day after the end of the quarter	Customer Requirement/ Internal
ULO-DSCA	Document Retrieval	Quarterly	DSCA	15 <sup>th</sup> day after the end of the quarter	Customer Requirement/ Internal
UMD Report	Unmatched Disbursements	Monthly	Internal	12 <sup>th</sup> work day of the month	DFAS-DE 7010.1-R
Uncleared Disbursement Reports	TBO/TFO Charges and Clearance records posted on DFAS-IN's Uncleared files	Monthly	Army Network and Management	As Requested	DFAS-IN Regulation 37-1, Chapter 29, paragraph 290323, and DoD FMR DoD 7000.14-R, Volume 15, Chapter 2, paragraph 020702

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
UNDEF PURSH RPT	Internal	Monthly	DSCA	As Required	DSCA
Undistributed Disbursements	Spreadsheet (5 legal pages)	Monthly	Internal	Month end	Customer Requirement/ Internal
Undistributed Disbursements	Document Retrieval	As Requested	Various Agencies in FMS	As Requested	Customer Requirement/ Internal
Undistributed Disbursements for Army-G	Spreadsheets	Monthly	Army-G	Monthly	Customer Requirement/ Internal
Undistributed Disbursements for DISA	Spreadsheets	Monthly	DISA	Monthly	Customer Requirement/ Internal
Undistributed Disbursements for DNA	Spreadsheets	Monthly	DNA	Monthly	Customer Requirement/ Internal
Waived Admin Billing	Letter/ Spreadsheet	Quarterly	Air Force, Army, Navy & NAMSA	Open Date	DOD 7290.3M PS/00-92-10
WAR Report	Document Retrieval	Weekly	Internal	Mondays	Internal
Weekly Activity Report	Paragraph	Weekly	Internal	Friday	Internal
Weekly Activity Report	Internal	Weekly	DSCA	Friday	Internal
Weekly Cash Report	Internal	Weekly	DSCA	Friday	DSCA
Weekly EA Report	REC1701	Weekly	IBNI	Monday	Internal

<b>Report Title</b>	<b>Description/ Form</b>	<b>Frequency</b>	<b>Submit to:</b>	<b>Date Due</b>	<b>Directive</b>
World ULO	Document Retrieval	Quarterly	DSCA	15 <sup>th</sup> day after the end of the quarter	Customer Requirement/ Internal
Wye River Funds RPT	Internal	As Required	IS Embassy		Country
Year-end Closing Statement	FMS 2108	Year-end	Treasury DSCA DFAS-HQ	(Approx.)  Month End Following Acct Month	DoD FMR 7000-14  OMB Bulletin A34  OMB Bulletin 9701  Treasury Financial Manual (TFM)
			ADA		7071.2-M
			IAFD		7010.1-R
	Disbursement/ Reimbursement		ADA		
			IAFD		
			ADA		
	Accrual Report		ADA		
			ADA		
			ADA		7071.2-M
			IAFD		7010.1-R
	Disbursement/ Reimbursement		ADA		
			IAFD		
			ADA		
	Accrual Report		ADA		
			ADA		

**Workload associated with Army MOU**

Condition 3 Negative Unliquidated Obligation (NULO) Report	Report will provide NULO balances for all Condition 3 cases. Condition 3 cases are those disbursements in excess of obligations at the document level, including those situations where no obligation has been recorded.	Monthly	DFAS-IN/AA	Close of business on the 8 <sup>th</sup> work day of the month by e-mail.	DFAS-IN 37- 1, Chapter 28, Paragraph 281004
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